

STATE OF HAWAII — DEPARTMENT OF TAXATION
**APPLICATION FOR EXTENSION OF TIME TO FILE
THE ANNUAL RETURN AND RECONCILIATION
RENTAL MOTOR VEHICLE AND TOUR VEHICLE
SURCHARGE TAX (FORM RV-3)**

Please read instructions below before preparing form.

LESSOR'S/OPERATOR'S
NAME: _____

BUSINESS
NAME: _____

ADDRESS: _____

R.V. Identification No.

ZIP CODE + 4: _____

Application is hereby made for an extension of time to file the rental motor vehicle and tour vehicle surcharge tax annual return and reconciliation (Form RV-3).

a. For:

- ☐ calendar year ending December 31, 19 _____
☐ fiscal year ending _____ / _____ / _____
MO DAY YR

b. An extension is requested until:

(no more than 3 months. See Instructions below.)

_____ / _____ / _____
MO DAY YR

c. This extension is necessary for the following reasons (see instructions below):

d. ADDITIONAL TAXES DUE (See Instructions below) Attach a check or money order for this amount in U.S. dollars payable to "HAWAII STATE TAX COLLECTOR." Write your R.V. Ident. Number on the check. If no payment is due, enter "0" _____

\$ _____

DECLARATION

I declare under the penalties set forth in section 251-16, HRS, that the statements contained herein are true and correct.

SIGNATURE OF LESSOR/OPERATOR OR AUTHORIZED AGENT WITH POWER OF ATTORNEY _____

DATE _____

INSTRUCTIONS FOR PREPARATION OF THIS FORM

- Extensions will only be granted for 3 months or less. See 7 below if additional extensions are needed.
- Extensions will only be granted for a good reason (e.g., hospitalization of lessor/operator). A full explanation of the reasons you need an extension must be given.
- This extension of time to file is **NOT AN EXTENSION OF TIME TO PAY**. If additional rental motor vehicle and tour vehicle surcharge taxes are due for the year, write the amount due on line d. Your check or money order for the entire amount, payable in U.S. dollars to the "HAWAII STATE TAX COLLECTOR," must be attached to this form.
- Submit the completed form to the Tax Assessor of the taxation district with which you are registered ON OR BEFORE THE DUE DATE OF THE RETURN. Applications for extensions filed after that date will **not** be granted.
- If approved or denied, an approval/denial letter will be sent to the lessor/operator. A COPY OF THE **APPROVAL LETTER MUST BE ATTACHED TO THE RENTAL MOTOR VEHICLE AND TOUR VEHICLE SURCHARGE TAX ANNUAL RETURN AND RECONCILIATION (FORM RV-3) TO AVOID PENALTY**.
- IMPORTANT** — Approved applications for extensions are only valid if all monthly, quarterly, or semiannual periodic returns (Form RV-2) for the year have been filed.
- ADDITIONAL extensions of time to file the rental motor vehicle and tour vehicle annual return and reconciliation beyond the initial 3-month period may be requested by:
 - Completing this form.
 - Attaching a copy of the previous approval letter for extension, and
 - Submitting all copies to the Tax Assessor before the expiration of the initial 3-month extension.
- IMPORTANT** — The total period for which extensions will be granted **cannot** exceed six (6) months.

THIS SPACE FOR DATE RECEIVED STAMP

MAILING ADDRESSES

(Please direct all inquiries and correspondence to the district office with which you are registered.)

OAHU DISTRICT OFFICE
P.O. Box 1425
Honolulu, HI 96806-1425

HAWAII DISTRICT OFFICE
P.O. Box 937
Hilo, HI 96721-0937

MAUI DISTRICT OFFICE
P.O. Box 1427
Wailuku, HI 96793-6427

KAUAI DISTRICT OFFICE
P.O. Box 1687
Lihue, HI 96766-5687

ATTACH YOUR CHECK OR MONEY ORDER HERE